

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION EXECUTIVE COMMITTEE MINUTES
 Tuesday, July 27, 1999

Present: Alexandra Barnes, Jerry Beckley, Brian Becknell, Cathy Bell, Debbie Calhoun, Betsey Shira, Chuck Toney, April Warner

Absent: Cory Massey, Greg Padgett

Chuck Toney called the meeting to order at 10:03 AM.

1. The minutes were approved as amended.
2. **Announcements from the President:** Chuck reported
 - A. **Academic Council:** The August meeting was cancelled.
 - B. **Administrative Council:** They have not met in the last two weeks. Chuck wrote to President Curris regarding the Parking Task Force. Betsey saw memo where the members were appointed and will send Chuck a copy.
 - C. **Board of Trustees:** They met last week. They voted to raise tuition and approved the budget. The President sent out a memo, which stated the Classified Staff will receive a 3% state mandated Cost of Living raise and an average 2% merit raise (1% of the funds comes from the state and 1% from department funds). Also 1% is to go to low paid employees; list of these employees is to go out this week.
 - D. **Governmental Affairs:** Did not meet.
 - E. **President's Cabinet:** Did not meet one week and Chuck was out the week they met.
3. **Treasurer's Report:** Chuck reported we need to do vending fund request. It is due in July 30, 1999. Rules are the same as they have always been.
4. **Committee Reports:**
 - A. **Membership:** Alexandra reported Sandra Parker is working on Area #1 election. We need to replace Mike Waldrop and Elmer Gray who have resigned. She asked them to provide suggestions for their replacements. Telecommunications (14 employees) has moved to DCIT. Their department number was 5363, we are uncertain of what it has been changed to. Photos from luncheon were given to Alexandra to send to past representatives.
 - B. **Communications:** Jerry held his first meeting; four of eleven members showed up. They will meet again on August 10. They plan to work on web page. He asked each of us to give notes to him for the newsletters. One person will report on SCSEA activities. One person will review policy for "Did you know" segment. They will cut and paste the policy from manual, i.e. flex time, may take 4 hours course work. Barbara is to set up email address to use for questions and concerns. Chuck will email representatives to ask them to find out how many folks don't have computer access. They are shooting for a September newsletter to go out at the 9/14 meeting. August 25 deadline for reports from Chairs. Chuck will edit stories before the newsletter goes out. Committee will review and edit articles first. The Benefits Fair is coming up in October.
 - C. **Policy and Welfare:** April had no report.
 - D. **Scholarship:** Cathy reported for Cory that the last scholarship recipient has had his picture made. We now have 8 scholarship recipients. Schwedler was given scholarship in error by financial aid (we will not get stuck with cost because parent was a faculty member).
5. **Ad Hoc Committee Reports:**
 - A. **Salary-** No report
6. **Unfinished Business-** No report
7. **New Business**
 - E. **Attendance Review:** We will look at just A's. Chuck will send out letters (with a cc to supervisor) saying we will review cases at August 31 Executive Meeting (10:00 AM, 538 Edwards) to those members who have had 3 or more absences. Curris's letter- sent to Chuck
 - F. Barbara Bergman agreed to replace Elmer on Parking Advisory Committee.
 - G. Dick has not been able to come to one of our meetings to talk about discontinuing ex-officio role of HR.
 - H. Chuck will send letter to Dot Burchfield regarding moving of funds to endowment account.
 - I. Brian reported permanent guest parking tags must be picked up by individual. They cannot be mailed. A question has been raised regarding the legality of different rates in the graduated parking fee scale.
8. The meeting adjourned at 11:33 AM.

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